

## EXECUTIVE DIPLOMA IN HUMAN RESOURCE MANAGEMENT

EDHRM 2024-2025



**Admission Prospectus**



Visit: <https://edhrm.xlri.ac.in>

***A flagship consolidated part-time residential programme offered to the working executives across India by XLRI since 2014***

Today organisations are increasingly becoming appreciative of the development of their HR. While many line managers have the basic urge to work on this, they are often handicapped by a lack of professional knowledge and skills essential to playing the HR role effectively. It is also prevalent that HR managers in India lack adequate professional qualifications. For even those HR professionals, who were qualified and are now experienced HR Professionals, it becomes imperative to keep themselves abreast with the best practices in modern times.

XLRI started this consolidated programme in Human Resource Management in 2005. This programme helps participants to develop capabilities and skills for continued professional success. It provides an opportunity for professionals looking for aid to update themselves and learn from one of the best B-schools in the country without interrupting their careers.

# PROGRAM DURATION AND STRUCTURE

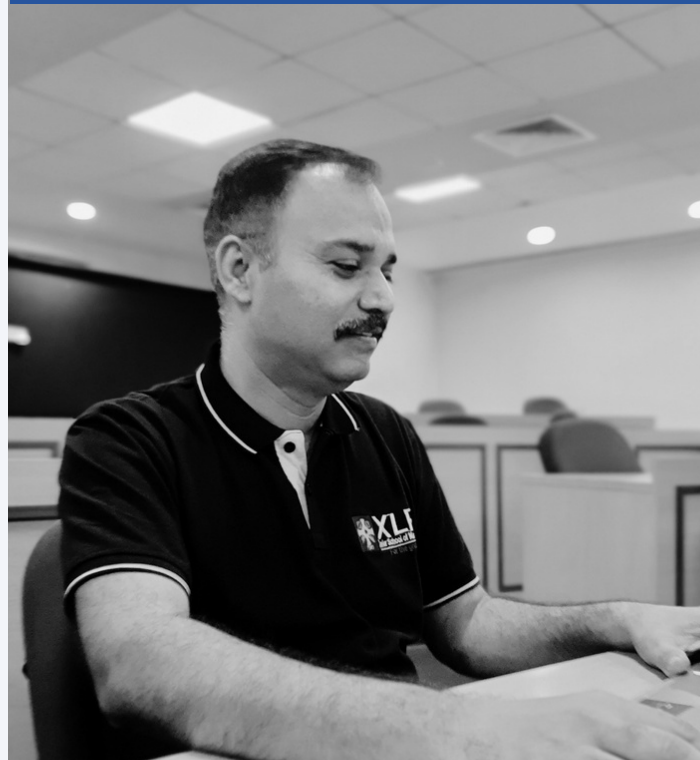
- This is a 16-months program. There are 15 courses in total.
- There will be Six terms with three courses (each) for the first five terms, and the sixth term is exclusively devoted to Dissertation.
- Each course consists of 12 sessions of 90 minutes. Each course is designed for 100 hours with 18 hours of classroom contact hours and 82 hours of individual and group input.
- Each course will have 11 days of contact sessions.
- There will be four sessions per day of 90 minutes each.
- Attendance is mandatory.

## THE PROGRAM OBJECTIVES

- To provide an opportunity for the participants to earn a professional qualification in HR.
- To provide the participants with an in-depth understanding of various concepts in HR.
- To get tuned to the latest developments and best practices in HR.
- To equip participants with the necessary skills to lead the HR department in the operational division.
- To develop a repository of HR experts who can lead change in the organisation.

## ELIGIBILITY CRITERIA

- Bachelor's degree (minimum of three years full-time study) from a recognized university in any discipline
- A minimum of 5 years of post-degree full-time work experience in managerial Positions as on 31st December 2023.
- An eligible candidate registered for the Programme will be shortlisted and called for an Interview (Online).
- The final selection will be based on the performance of the interview.



## PROGRAM PEDAGOGY

- *Fifty-one days of intensive learning at XLRI campus through 5 visits.*
- *Learner- centric, project-based courses.*
- *Assignments with the real time correction and coaching.*
- *Lecture series.*
- *Case methods.*
- *Group work.*
- *Dissertation*

## METHODOLOGY

- This course requires participants to visit campus during the first five terms for ten days each. The sixth term is exclusively devoted to Dissertation.
- There are no online classes in between.

## ASSESSMENT, EVALUATION AND CERTIFICATION

*XLRI, Jamshedpur, shall carry out the examination and evaluation required for certification. The faculty members teaching their respective courses will choose the evaluation method most appropriate to the material. The certificate will be awarded directly by XLRI, Jamshedpur. Each concerned faculty will evaluate the participants. Assessment in all the courses is continuous, varied and exacting. It emphasises the development of personal and professional competence and the gaining of business knowledge and skills. After completing all the courses, the participants will be awarded an "Executive Diploma in HRM".*

## LIST OF COURSES

- Fundamentals of Human Resource Management
- Fundamentals of Industrial Relations and Labour Laws
- Research Methods and Statistics
- Individual and Group Behaviour in Organisation
- Training and Development
- Human Resource Planning
- Managerial Economics and Finance for HR
- Executive Compensation
- Organisational Structure and Design
- Competency-Based HRM
- Managerial Counselling
- Performance Management
- Organizational Change and Development
- Recruitment and Selection
- Strategic Human Resource



## DISSERTATION

The Programme incorporates a Dissertation, which will be initiated in the fourth term and completed by the end of the sixth term. The participant will choose an area of interest; closely work with the faculty guide. S/he will identify a problem related to HR. It is suggested that the project is an action research based. The project is equivalent to three courses in a term. It is recommended that the student has an internal guide from their organisation for the project. However, the evaluation will be done by the XLRI faculty guide.



## CAMPUS INFRASTRUCTURE

### SIR JEHANGIR GHANDY LIBRARY

Sir Jehangir Ghandy Library came into existence in 1949, soon after the institute was established. It was named after late Sir Jehangir Ghandy, the first Chairman of the Board of Governors of XLRI in February 1972. The library strives to cater to the information needs of students, research scholars, staff, and faculty members of the institute. It is the heart of the Institute and holds an extensive collection of literature predominantly related to all functional areas of management and its allied subjects. It continuously strives to develop a comprehensive collection with well-formulated collection development strategy of print as well as electronic resources useful for teaching, learning, research, and reference purposes.



### INTERNATIONAL CENTRE

The towering, six-floor international centre includes four offices, 65-seater classrooms, 96 rooms with attached washrooms and eight suites. Comfortable dining facility, relaxing lounges and upfront reception desk are few of the noticeable amenities at the international centre.

### LEARNING CENTRE

The new learning centre is meticulously designed to create spaces that support learning and encourage lively discussions. There are 15 classrooms, each with a capacity for 75, and six syndicate rooms (50-60 seats each). A seater computer lab is fitted with the latest servers and workstations to facilitate learning.

Keeping in context the growing intake of outstanding students, the new learning centre has two large classrooms (150-seater each) and two small classrooms (60-seater each).

### CLASSROOMS

There are 22 state-of-the-art classrooms with multimedia presentation support. The seating arrangement is amphitheater style, and each lecture hall has a capacity of 70.

### SPORTS FACILITIES

Sporting facilities available for students include a grass football field, futsal, pool table, tennis court, basketball courts and beach volleyball court of international standard. SC Sarkar Gymnasium has state-of-the-art facilities for indoor badminton and equipment for workouts and exercises.

## INFORMATION & COMMUNICATION TECHNOLOGY FACILITIES

XLRI has 10 gigabits ready Ethernet network in the campus to support the institute's local area network.

The Wi-Fi enabled campus, and other infrastructure facilities, supplemented with new courses, workshops, seminars, and live projects, empower students to integrate technology solutions to workplace challenges.

### COMPUTER CENTRE

The Computer Centre houses labs equipped with:

- Latest servers for hosting various applications
- 150 Dell personal computers with access to the internet and other online resources.

Printing, Photocopy and scanning facility

- A dedicated helpdesk service for software and hardware support for users.

High-speed Wi-Fi connectivity

### MEDICAL FACILITIES

We have an infirmary equipped with all basic amenities, including five beds to attend to students whomay require special medical attention. Three doctors visit us, one in the morning and two in the evening. Medical assistance is also available to us at the multidisciplinary Tata Main Hospital, just 3km away from the campus.

## PROGRAMME FEES

- The fee for the Programme will be INR. 4.75 lakhs + GST per candidate.
- This will include tuition fees and other infrastructure necessities as required for an effective academic Programme.
- The fees would be collected in 04 equal installments. This will not include boarding and lodging expenses.

## OTHER EXPENSES

- Travel, board, and lodging expenses will have to be borne by the participants.
- Accommodations will be provided in the campus on twin sharing basis.

## STUDENT PRIVILEGES

- XLRI ID - Card: Yes
- Alumni Status: Yes

## DIPLOMA BY XLRI

Upon completing the program, participants will be felicitated with the Certificate in Executive Diploma in Human Resource Management

## PROGRAMME COMMENCEMENT

The next batch would commence on January 2024.

## TENTATIVE DATES ON CAMPUS

Term I: January 2024

Term II: May 2024

Term III: August 2024

Term IV: November 2024

Term V: January 2025

Term VI: Dissertation (Off Campus)

Submission: February 2025

Graduation: April 2025

\*It is mandatory for the students to carry Laptops.

## CONTACT US

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